

Hall of Records
CommissionREQUEST FOR RECORDS RETENTION SCHEDULE
to be Submitted to the Records Management Division
Hall of Records CommissionSCHEDULE
NO.

330

PAGE
NO.

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1. Requesting Agency Univ. of Md.
~~DEPARTMENT OF RESEARCH AND EDUCATION~~
2. Division or Bureau of Requesting Agency
(Nat'l. Resources Inst.)

3. Authorization Requested (Check only one of the squares below).

☒ A Dispose of present accumulation. No additional accumulation is anticipated. Records have ceased to have value to warrant retention.

☐ B Establish retention schedule for records for which there is a continuing accumulation. The records will cease to have value to warrant their retention after the period of time indicated.

☐ C Microfilm and destroy originals. Originals if not microfilmed would be retained for the period of time indicated.

4. Item No.
5. Description of Records
Describe records accurately. Include title, form number, size of documents, work or activity to which the records relate, inclusive dates, and quantity (cubic or linear feet). Show recommended retention period.
6. Recommendation of Hall of Records and Board of Public Works.

1. PATROL BOAT LOGS (CONSERVATION DEPARTMENT)Size: $8\frac{1}{2}$ " x 11"

Dates: 1936

Quantity: 1 cubic foot

File Arrangement: Chronological

Disposable Amount: 1 cubic foot

These records consist of handwritten log sheets which summarize the patrol activities of boats in the Maryland Patrol Fleet, Conservation Department. Each log sheet covers a one-week period of operation. Accompanying the log sheets are records of fuel consumption for each boat for the week.

RECOMMENDATION: DESTROY ACCUMULATION.

CHESAPEAKE BIOLOGICAL LABORATORY2. INDIVIDUAL FISHERMAN'S ANNUAL REPORTSize: $8\frac{1}{2}$ " x 11"

Dates: 1937-1939

Quantity: 3 cubic feet

File Arrangement: By year and alphabetical therein

Annual Accumulation: Discontinued

Disposable Amount: 3 cubic feet

This statistical report was filed annually with the Conservation Department by individual commercial fishermen engaged in fishing,

7. Agency Division or Bureau Representative

Director

6/3/1958

Signature

Title

Date

Schedule Authorized as Indicated in Col. 6 by Hall of Records Commission.

Disposal Authorized as Indicated in Col. 6 by Board of Public Works.

6/6/1958
Date

Archivist

JUN 9 1958

Date

Secretary

APPROVED
HALL OF RECORDS COMMISSION

QUEST FOR RECORDS RETENTION SCHEDULE
(Continuation Sheet)

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4.
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5. Description of Records

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6. Recommendation
of Hall of Records
and Board of Public
Works.

oystering, or crabbing. This report has since been discontinued. The Individual Fisherman's Annual Report shows the date of the report, the fisherman's name, address, fishing locale, number of men in crew and the number who are crabbers or oystermen, name or number of boat, type of boat, tonnage, type and description of gear used, pounds and value of products prepared for sale (by species).

RECOMMENDATION: DESTROY ACCUMULATION.

INLAND RESOURCES DIVISION

3. GAME KILL DATA

Size: Folded to 8½" x 11"

Dates: 1947

Quantity: 1 cubic foot

File Arrangement: No apparent arrangement

Disposable Amount: 1 cubic foot

This data consists of charts and worksheets which summarize the results of interviews with hunters in selected areas. The worksheets show various types of game taken, hunting preferences, etc. The charts show specific locations within counties where game, particularly deer, was taken.

RECOMMENDATION: DESTROY ACCUMULATION.

APPROVED
HALL OF RECORDS COMMISSION

APPROVED BY
BOARD OF PUBLIC WORKS

JUN 9 1958

SECRETARY